

Workshop Leader

Suggested Lesson Overview

Sessions	Tasks	Resources
1	Introduction to the role of a Workshop Leader. Class Discussion – What do the learners think the role is of a workshop leader involves?, what experience have the learners had in workshops and what would they expect to see a workshop leader to do? Ask the learners to draw from what they have seen during workshop sessions and then ask them to think about what preparation goes into the workshop before and after it happens. (Slide 4) Pair work to develop a list of skills and personality traits a person needs to be a workshop leader. Learners can then share their ideas to the group to build an example of what a good workshop leader looks like. Practical Activity - How to engage a group as a workshop leader. Ice breaker games – Teacher leads some Icebreaker games to demonstrate how to get a group interacting with each other. Extension: Ask learners to lead a warm up/ ice breaker – Solo or paired up they can plan and create their own challenge to try in future sessions.	PowerPoint Presentation Playing links available on Anthem Website to show aspects of the role of a workshop leader. Discussion or white boards to brainstorm.
2	Class Discussion – What are the main responsibilities of a workshop leader? (slide 5) - Split the group into three teams. Ask each team to focus on what a workshop leader needs to do either BEFORE, DURING OR AFTER a workshop. Practical Activity - Try out some session warm ups/ ice breakers developed last lesson. Ask learners to feedback what they liked, what worked well and share any ideas for further development. Introduce the planning of your workshop (slide 6) - Choosing which skill to share (slide 7) – This could be solo, pair or small group work to plan and deliver a workshop to others in the session.	PowerPoint Presentation Replaying links available on Anthem Website to show aspects of the role of a workshop leader. Any items needed for ice warm up / ice breaker tasks.

2(cont)	Once groupings are decided, time should be given to discuss and share ideas on what skill could be shared in the workshop and come up with an aim for the workshop. (What do the learners want to achieve in the session?) (Slide 8) Planning An Introduction – Time should be given to allow groups to plan the warm up/ ice breaker for the workshop and how they will introduce the overall topic of the session. There are hints to consider on slide 10.	PowerPoint Planning Your Workshop Sheet There is space on the planning sheet to chart what leader(s) will do and what participants will do in this time as well as what resources need to be developed and used.
3	Practical Activity - Start the session by giving the a large amount of instructions of what you want the learners to do. Don't repeat anything and see what the learners manage to achieve. Then repeat the task in steps to see what they can retain. This opens up conversations regarding how to break down information to make it easier to retain and understand what they need to do. Planning the Main Task – Pupils need time to plan their main activity focus on breaking it down into smaller steps/ Who will deliver each part/ what different steps will they need to complete. Time may be given to practice this element of the workshop / prepare any resources needed to ensure they are confident with the tasks they are leading.	PowerPoint Planning Your Workshop Sheet There is space on the planning sheet to chart what leader(s) will do and what participants will do in this time as well as what resources need to be developed and used.
4	Ending of the workshop – How will workshop leaders check understanding and skills have been improved? Class Discussion – How do teachers check your understanding in other lessons? (Questions/ written task/ watch a performance and give feedback/ Share your knowledge) What helps them to understand their progress the most and why? Planning the end section of the workshop – Give time to plan the ending of the session to focus on reviewing the skills and knowledge in the session. Practical Activity - Rehearse and practice running through the tasks from the intro/ main and end section of the workshop.	PowerPoint Planning Your Workshop Sheet There is space on the planning sheet to chart what leader(s) will do and what participants will do in this time as well as what resources need to be developed and used.

5 & 6	Workshop Delivery – Each group delivers their workshop session to the rest of the groups. Once the session is complete the final page of the worksheet contains a feedback section for participants to fill in for groups and an example of self reflection questions for the group leaders to complete.	PowerPoint Planning Your Workshop Sheet Camera/ Recorder to take evidence of peoples contribution to the delivery of the workshop.
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